

Regular Meeting
of the
Blackhawk Technical College District Board

September 19, 2018

Minutes

The regular meeting of the Blackhawk Technical College Board was held on Wednesday, September 19, 2018, at the BTC Administrative Center, 6004 S. County Road G, Janesville, in the Board Room. The following members were present: Barbara Tillman, Chairperson; Laverne Hays, Secretary; Rick Richard, Treasurer; Rachel Andres, Mark Mayer, Steve Pophal, and Malik Surani. Board members absent: Eric Thornton, Vice Chairperson; and Traci Davis. Staff present: Dr. Tracy Pierner; Dr. Zahi Atallah; Brian Gohlke; Renea Ranguette; Dr. Jon Tysse; Jackie Pins; Jennifer Thompson; Tony Landowski; Steve Kormanak; Brad Smith; Rubina Jan (departed 5:15 p.m.); Sheryl Hooker; Michelle Weirich (departed 5:15 p.m.).

Chairperson Tillman called the meeting to order at 5:06 p.m.

Chairperson Tillman called for public comment. There was none.

Chairperson Tillman called for Special Reports.

A student success story was shared on Noel Jones, Early Childhood Education program student.

Chairperson Tillman called for Information/Discussion items.

The August financial statement was reviewed.

Dr. Pierner presented the President's monthly report, which included community engagement, a review of College events, and upcoming events. Other communications shared included distributing a copy of System Office FY 2019-21 budget request information, future adoption of a draft comprehensive board conduct policy which has been requested of each college by the System Office, and the selection of three (3) BTC students to participate in gener8tor, a nationwide entrepreneur program, in the gALPHA and gBETA phases of the program. These students will be featured at an upcoming Board meeting.

Chairperson Tillman called for the Consent Agenda.

It was moved by Mr. Richard and seconded by Mr. Pophal to approve the consent agenda, which included the minutes of the Regular Meeting held on August 16, 2018; minutes from the District Board Retreat held on August 16, 2018; current bills from the month of August – Voucher #00265092 to and including #00265327 and direct deposit expense reimbursements in the total amount of \$1,408,239.57 (includes student related payments), a payroll total for the month of August of \$899,159.43, payroll tax wire transfers for the month of August of

\$454,417.68, other wire transfers for the month of August of \$67,237.61, WRS wire transfers for the month of August of \$202,741.22, P-card disbursements for the month of August of \$339,739.88, a bond payment for the month of August of \$0, and a health insurance wire transfer for the month of August of \$282,336.16, for a grand total of \$3,653,871.55; 26 training contract negotiated since the last meeting totaling \$110,603; acceptance of four (4) resignations—Sarah Hubert, Nursing Assistant Instructor, effective August 12, 2018; Federico Bassetti, IT Web Software Developer Instructor, effective August 31, 2018; Sean Miller, Multimedia Engineer, effective September 14, 2018; and Lisa Fahey, Medical Assistant Instructor, effective September 27, 2018; and confirmation of an instructional employment contract issued to Tara Zachgo for the position of LTE Medical Assistant Instructor at a salary of \$53,000, effective September 10, 2018.

Motion carried.

Chairperson Tillman called for Action Items.

It was moved by Mr. Richard and seconded by Mr. Mayer to forward the nomination of Laverne Hays to the District Boards Association for the 2019 Board Member of the Year Award.

Motion carried with Mr. Hays abstaining.

Chairperson Tillman called for Committee Reports.

The Finance Committee met prior to the Board meeting. Administration presented its recommended modifications to the Fiscal Year 2017-18 budget and information on the acquisition of land and the need for an outdoor training track. The Committee presented its recommendation regarding budget modifications to the Board.

It was moved by Mr. Mayer and seconded by Mr. Hays to approve modifications to the Fiscal Year 2017-18 budget, as presented.

Motion carried unanimously.

Chairperson Tillman called for New Business.

The Fall 2018 Enrollment Report was reviewed. Total credit hours reflected an increase of approximately 4%; headcount reflected an increase of 5%.

Spring 2018 student success data was reviewed. The college's average success rate for college-level courses is 82% as compared to the national average of 74%.

The annual progress report for the Affirmative Action Plan was reviewed.

District Board Policy F-430 – Naming of College Facilities was reviewed. No revisions were recommended.

A summary of recommendations was shared from the security assessment completed in Spring 2018. Assessment categories included vulnerability and physical security, arming, and organizational structure. A task force will be formed to conduct additional analysis on arming and appropriate service level. The task force is to have a report of recommendations completed by March 2019. Any suggestions regarding task force membership should be shared with Dr. Pierner.

Chairperson Tillman called for Other Business.

A brief report was provided on the District Boards Association annual planning meeting. A reminder was given on the Boards Association's Fall Meeting being held in Appleton in October.

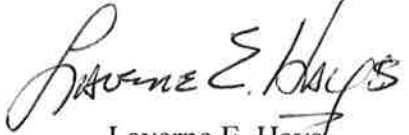
Chairperson Tillman invited Board members to attend the Law Enforcement Graduation on October 5 at 10:00 a.m. in the North Commons.

Dr. Pierner shared initial feedback received on the System Portfolio.

Chairperson Tillman called for Future Agenda Items. An update on the Monroe agricultural training center project was requested.

It was moved by Mr. Richard and seconded by Mr. Surani to adjourn the meeting at 6:48 p.m.

Motion carried.


Laverne E. Hays
Secretary

Proposed Modifications to the FY 2017-18 Budget

		<u>Expenditures</u>	<u>Revenues</u>
General Fund			
1	To allocate resources for capital projects		
	Increase Other Uses	750,000	-
	Decrease Function 6 General Institutional Expenditures	(250,000)	
	Decrease Function 1 Instructional Expenditures	(500,000)	-
	Total - Amendment 1	<u>-</u>	<u>-</u>
Capital Projects Fund			
2	To allocate resources for capital projects		
	Increase Other Sources		750,000
	Increase Transfers to Reserves and Designated Fund Balances	750,000	
	Total - Amendment 2	<u>750,000</u>	<u>750,000</u>
3	To allocate resources to proper function within capital projects fund		
	Increase Function 1 Institutional Expenditures	150,000	-
	Decrease Function 2 Instructional Resources Expenditures	(10,000)	-
	Decrease Function 3 Student Services Expenditures	(65,000)	-
	Increase Function 6 General Institutional Expenditures	75,000	-
	Decrease Function 7 Physical Plant Expenditures	(150,000)	-
	Total - Amendment 3	<u>-</u>	<u>-</u>